W-STEM Action Point after Colombia meeting

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Abstract
These are the action points of the W-STEM project [1-6] (funded by European Union. ERASMUS + Capacity-building in Higher Education Call for proposals EAC/A05/2017 - Ref. 598923-EPP-1-2018-1-ES-EPPKA2-CBHE-JP) after the W-STEM International Leadership Summit, 25-29 November 2019 - Universidad Tecnológica de Bolívar, Cartagena de Indias and Universidad del Norte, Barranquilla, Colombia.

Keywords
CBHE, EU, gender, STEM, W-STEM

Action Points

Management

- Provide a summary of the aims of the project, and the activities.
- Prepare an official calendar with all the deadlines.
- Reorganize the information about the financial issues.
- Make an example of how justify the travel costs.

WP2 A2.1 Self-assessment on Gender Equality in STEM

- ITESM, NRC, PUCV, and USM have to provide the information about their internal process mapping.
- ITESM, USM, and UTPL have to provide the self-assessment.
- PUCV will sanitise the self-assessments and give a short period (1-2 weeks) to each partner to communicate changes. After that, no changes will be accepted.
- Those partners who did not complete the benchmarking document, and they want to do it, should provide before the end of 2019.

A2.2.1. International Leadership Summit

- A first draft of the action plans will be sent to Alicia. Columbus will provide an individual feedback for each institution.
- If any partner country (Latin-American) institution does not perform any attraction campaign due to its contextual characteristics, this later should be replaced by other measures that allow to show changes/improvements as an effect of the WSTEM project in the key processes involved.
- In case campaigns are not developed this MUST be clearly explained and justified to the European Union.

- This eventually would cause a modification of budget allocation to such activities as foreseen in the initial proposal. (e.g. staff costs allocated to campaigns work).

WP2. A2.3.1 Profiling tool
- Each partner will review its questionnaire to check the language issues (different ways to name the same things, for example: *tú*, *usted*, *vosotros*, etc.).
- Each institution has to collect 100 profiles (male, female, others) of university students and graduate students between January and March 2020. Trying to achieve 50% of university students and 50% graduate students.
- The Profiling tool and App teams will talk about the material that will be available in the mobile app.
- The profiling tool design will be adapted to W-STEM design.

WP2. A2.3.2 Mobile app and interviews
- 25 interviews per institution should be recorded in its own language from January to May 2020. Take into account that each interview must be edited and translated.
- They will be translated into different languages: Spanish and English through YouTube tool. One person per team will have access to YouTube channel to do this.
- ITESM will provide the protocol, guidelines, tutorials and the informed consent form to record them.
- ITESM will provide a license for the same selected video edition tool (if needed).

Technical meetings
- Agreement to put together Dublin and Torino meetings at the end of March or April 2020. Hosting institutions will provide options to decide the date before 15th December 2019.
- Agreement to organise San José (Costa Rica) meeting on May 2020. Hosting institution will provide options to decide the date before the end of January 2020.
- Agreement to organise Monterrey and Guadalajara (Mexico) meetings on October-November 2020.

Participation
- Partners MUST participate in the online meetings and fulfil the established deadlines.
- We MUST use the internal platform to communicate among us.
- Share the presentations, documents, publications, etc. on the project Drive space (and inform the consortium).

Dissemination
- Increase the number of news in the website of the project.
- Increase the number of posts in the social media.
- Use the official project templates for the documents and presentations.
- Include a link to the project website in your institutional websites.
- Scientific and divulgation papers could be written.

Link to the presentation
https://zenodo.org/record/3561958

DOI
10.5281/zenodo.3561958

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